



DOVER SCHOOL DISTRICT

JOINT BUILDING COMMITTEE – MINUTES

Meeting Type: Regular Meeting – **Horne Street School**
Meeting Location: Superintendent's Office – Conference Room
Meeting Date: **Thursday, February 17, 2011**
Meeting Time: **5:00 pm**

MEETING #107A

- A. CALL TO ORDER:** A meeting of the Horne Street School Addition & Renovations Joint Building Committee was called to order on Thursday, February 17, 2011 at 5:02 p.m. at the Superintendent's office conference room.
- B. ROLL CALL:** Present were Karen Weston, Carolyn Mebert, Mark Geuther, Robert Carrier, Doris Grady and Ray Bardwell (by phone). Also present were Laurie Verville, Business Administrator and Steve Beaulieu, COW. Absent was Jean Briggs Badger, Superintendent.
- C. Public Comments:** There were no public comments.
- D. Approval of Meeting Minutes from February 8, 2011:** Mark Geuther moved, Carolyn Mebert seconded approval of the meeting minutes from February 8, 2011. An oral **VOTE PASSED: 6/0**

Horne Street Elementary School

- E. CIP Financial Report – Horne Street School:** Ms. Verville read into record the total available budget as of February 17, 2011 is \$262,873.71. Carolyn Mebert moved, Mark Geuther seconded approval of the CIP financial report. An oral **VOTE PASSED: 6/0**
Mr. Geuther asked about the PSNH rebate; Ms. Verville stated it would come as a credit. She spoke with Randy Perkins at PSNH and he gave her a certificate. She thought it would be more of a return and asked Mr. Perkins to do a follow-up.
- F. Approval of Payments:**
- a. Req. #13 dated 11/30/10 for \$193,968.00 (\$9,562.10 held in retainage): \$184,405.90 net due to Bonnette, Page & Stone: Ms. Verville explained application #13 is \$193,968.00; app #14 is \$125,139.00 and the anticipated amount for the next application is \$154,530. Retainage amount is \$240,496. Mr. Geuther asked if it included this applications; Ms. Verville said it did. Mr. Geuther stated after they pay this bill they still owe over \$500,000. (RECOD NOTE: Steve Beaulieu arrived at 5:08 p.m.) Mr. Bardwell stated they should hold the retainage and get experts other than Robbins to look at the gym floor. Ms. Weston asked if the rugs were still pulling up; Mr. Beaulieu stated he looked at a couple of areas and there was too much glue put down and it can't be cleaned up. Ms. Verville stated they're talking what's paid out versus re-worked. Ms. Weston asked if members wanted to pay the full amount, partial or don't pay. Mr. Beaulieu talked about the letter of substantial completion from August and what he saw when he did the walkthrough. His recommendation is to have a buffer other than retainage. Ms. Grady asked Mr. Beaulieu about the major cost on the wood floor; Mr. Carrier stated worse case would be \$50,000. Ms. Weston said even if they have to tear up the gym floor and the rug being pulled out she thinks there's enough in retainage. Ms. Grady asked if there is anything they still have to pay that's not listed on the financials. Mr. Geuther stated this doesn't have anything to do with this bill. Ms. Verville stated the contract is already obligated and as far as she knows all surprises have been found but there could be little things and punch list items. Ms. Grady stated \$500,000.00 is being held and she doesn't want to spend more money at this time. Ms. Weston stated the issue is payment and if the members want to pay the bill. Ms. Grady stated she's not happy with HSS but if Ms. Verville can say they're covered, she's fine with the bill. Dr. Mebert called to question. Ray Bardwell moved, Carolyn Mebert seconded approval of payment to BPS in the amount of \$193,968. A roll call **VOTE PASSED: 6/0**



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Ms. Weston talked about the email on the window shades and the several times she asked if they were going to be the same as at WPS and was told yes and that they were just waiting to get them in. Now they are being told they need to choose a color for the shades before they are ordered. Ms. Verville stated she was told the mechanism is the same as at WPS. Ms. Weston stated they were told twice that the shades had been ordered and are now finding out they haven't been. Dr. Mebert said to give benefit of the doubt was he could have thought the shades were a package. Ms. Weston stated they should have the color wheel for the next meeting.

- G. Other Business:** Ms. Weston stated they received a bid for folding chairs for the gym. Ms. Verville stated they have the breakdown and the lead time for the chairs is 3-4 weeks or longer. She was wondering if the members wanted to have the JBC purchase the chairs and if not she may have another way through the facilities enterprise fund. She stated to outfit the gym they're looking at an estimate of 550 chairs for a cost of \$8,514.00 and 16 chair dollies, stacked horizontally, for a total cost of \$9,709.84. Ms. Grady asked the condition of the present chairs. Ms. Verville said they are 30-40 years old and are in horrible condition and stated during the last tour she pointed them out to some of the members. Ms. Grady asked if there was a difference in chairs and if any of them were straight metal. Ms. Verville stated they tried to get a style as close to what they have at WPS. The chairs are all plastic with no padding. Ms. Grady stated she voted to pay BPS she said she wouldn't spend any more money. Dr. Mebert asked if there was anything else they could spend the facilities monies on; Ms. Verville said she was looking at the cafeteria tables and a motor is gone at DHS. This fund is used as an emergency fund. Doris Grady moved, Carolyn Mebert seconded to table the bid until a future date. An oral **VOTE PASSED: 6/0**

Mr. Beaulieu stated he toured the building with Mr. Knowles a few weeks back to look over the areas renovated and look outside. He's read the site and project manual, looked over the site plans and clerk of the works reports. He stated he noticed on the tour the windows weren't casement windows as specified and there was an issue with the egress. Mr. Geuther stated they discussed the windows several times. Mr. Beaulieu stated he's over 6' tall and has issues locking the windows. He wants to make sure they receive what was designed. Mr. Geuther stated there's a lot of substantial work being done during the winter break and suggested Mr. Beaulieu read the minutes and take notes and then meet to talk more in depth. Ms. Weston asked if there was anything else other than the gym floor; Mr. Beaulieu said the windows and sewer. The sewer because 2-3 different pipes were discussed and isn't sure what has happened or what was discussed. (RECORD NOTE: Mark Geuther left at 5:48 p.m.) He stated he's not sure if the gym floor is a problem at this point and doesn't want to interject until he knows more. Ms. Grady stated they were told they have a 1-year warranty on the floor but it will be okay in 3 years. Mr. Beaulieu stated the sewer line should have been done a long time ago and questions the work being substantially complete back in August. He stated he wants to follow-up on at least 50 items he's ID'd of things he saw that didn't match what was specified. He needs to know the history; he's read many things that seem disconnected. In June Mr. Forsman said something about windows and Jans said he'd get the window rep out but nothing was noted that the rep ever came. Ms. Verville said piece missing SK's modified. Mr. Beaulieu said he has one revised and original. Ms. Grady asked about the electrical; Mr. Beaulieu said the electrical inspector was there but hasn't seen a follow-up. Mr. Bardwell stated Jim Maxfield hasn't done the final inspection and stated he should call him to get information from him. Mr. Carrier stated the problem he has is with the tiles. The clerk of the works looks at job and goes to the job super looks at what's being used and goes through the contract to make sure it's done right and should be the same with the VCT and prepping of the floor. Mr. Beaulieu stated he'll read the specs and make sure there have been no changes and make sure it doesn't have to be done again. If someone tells



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him there has been a change he will call Ms. Verville or Tim Knowles. Ms. Weston said Mr. Bardwell's suggestion of the punch list was a great idea. Mr. Beaulieu stated after next week he will have a good feel on the sewer line and punch list items and he'll address wish list and additional items separately.

H. Schedule next JBC Meeting: The next JBC meeting is scheduled for Thursday, March 3, 2011 at 5:00 p.m. at Horne Street School in the conference room.

I. Adjournment: Carolyn Mebert moved, Doris Grady seconded to adjourn at 6:10 p.m. An oral **VOTE PASSED: 6/0**

Respectfully submitted,

Karen Weston/pm

Karen Weston, Joint Building Committee Chair
Joint Building Committee
KW/pm